

Todd Young for Congress  
Post Office Box 1053  
Bloomington, IN 47402-1053

Re: Donor Information Compliance Process

Identification Number: C00459255

Ms. Kendra A. Hannan  
Campaign Finance Analyst  
Reports Analysis Division  
Federal Elections Commission  
Washington D.C. 20463

Dear Ms. Hannan,

Thank you for your assistance over the past months in helping our campaign achieve full compliance with the FEC donor information collection process. In the interest of keeping your department up to date on our FEC compliance policies the following is a detailed description of our current donor information compliance process.

#### Donor Information Collection Process

The following process, assisted by the Aristotle 360 Company, is the official campaign process of our Campaign Donor Information Compliance Process for the collection and retention of our campaign donor information.

#### Procedures for Soliciting Contributions and Collecting Missing Donor Information:

1. All of our original donor solicitation materials will contain the following clear, and conspicuous, statement in compliance with federal statute 11 CFR 104.7(b)(1):

Federal law requires us to use our best efforts to collect and report the name, mailing address, occupation and name of employer of individuals whose contributions exceed \$200 in an election cycle; See 11 CFE 104.7(b)(1)(i)

2. No later than 30 days after the campaign receives a contribution that brings a donor to an aggregate total exceeding \$200.00 the Campaign Donor Information Procedure requires us to make one stand alone effort to collect the information to include emailing and, or, calling, the donor for any of the following information that has not yet been collected:

Name, Address, Employer, and Occupation. The campaign staffer that makes the follow up request must:

- (1) clearly ask for the missing information without soliciting a contribution;
- (2) inform the contributor of the requirements of federal law for the reporting of such information; and,
- (3) include a pre-addressed postcard or return envelope.

Note that this donor information solicitation letter described in the above paragraph will not contain any language soliciting further campaign contributions in compliance with FEC rules and regulations.

3. If we receive contributor information after the contribution(s) has been reported, we either a) file with our next regularly scheduled report, an amended memo Schedule A listing all the contributions for which additional information was received; or b) file on or before our next regularly scheduled reporting date, amendments to the report(s) originally disclosing the contribution(s). (11 CFR 104.7(b)(4))

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